

# ST. MARY'S COUNTY PUBLIC SCHOOLS CERTIFICATED POSITION DESCRIPTION

## SPECIAL EDUCATION TEACHER – EARLY CHILDHOOD (INFANTS AND TODDLERS)

Position: Special Education Teacher- Early Childhood (Infants and Toddlers)

Salary: The salary for this position will be based on EASMC salary schedule (#2) for eleven-month employees

Location: Various Sites

### NATURE OF WORK:

The Special Education Teacher works with children in early childhood setting and must possess knowledge of child development.

### ESSENTIAL FUNCTIONS:

- Evaluate and assess students to determine eligibility for program;
- Develop and monitor IFSP/extended IFSP outcomes and activities based on assessment and data information;
- Monitor and report progress on child and family outcomes;
- Deliver specialized instruction in the development of readiness skills;
- Service Coordinate for families and children with IFSPs and extended IFSPs;
- Demonstrate an understanding of early childhood curriculum;
- Understand the continuum of services and make recommendations for programs that meet the needs of children and their families; and
- Assist families in making informed decisions by providing accurate information regarding the options for programming (extended IFSP/IEP).

### DUTIES AND RESPONSIBILITIES:

- Complete standardized assessments and formal reports for review with families and other service providers;
- Develop IFSP and Extended IFSP outcomes based on child and family needs as well as formative and summative assessment information;
- Collaborate with families and additional service providers to disseminate information about student needs to determine what differentiated strategies to use in each lesson;
- Utilize assessment data to determine child and family needs;
- Develop behavioral intervention plans for students with behavioral needs;
- Perform frequent formal and informal assessments to monitor progress on child and family outcomes;
- Communicate positively with families about student progress;
- Assist students with developmental needs in daily living skills (e.g., toileting, feeding, etc.);
- Work collaboratively with colleagues to develop lessons and assessments for students with disabilities;
- Consider modifications and the scaffolding necessary for each student to access developmentally appropriate activities;
- Ensure that all IFSPs and extended IFSPs are implemented appropriately;
- Collaborate with families and other service providers to ensure that children have access to developmentally appropriate activities;
- Provide positive communication to team members and families about student progress and achievement; and
- Complete other duties as assigned by building administrators.

**QUALIFICATIONS:**

- Maryland State Department of Education (MSDE) Teacher Certification with an endorsement in: Special Education Infant/Primary (Birth – Grade 3) OR Special Education Birth – Grade 3 AND Early Childhood Education (PreK-3).

**TERM OF EMPLOYMENT:**

Full-time, eleven-month position.

**SALARY GRADE RANGE:**

The salary for this EXEMPT position will be based on EASMC salary schedule (#2) for eleven-month employees.

**BARGAINING UNIT ELIGIBILITY: EASMC**

Revised June 2018